

Historic and Architectural Impact Assessment of the property comprising the National Botanic Garden, Pietermaritzburg



Prepared for:

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All buildings over the age of 60 years are automatically protected by legislation. In terms of the National Heritage Act no 25 of 1999, provision for the automatic protection of buildings over the age of 60 years is made in clause 34.1 which stipulates that '*No person may alter or demolish any structure or part of a structure which is older than 60 years without a permit issued by the relevant provincial heritage resources authority.*' Application for demolition or alteration of these structures would have to be directed to the Provincial Heritage Resources Agency for KwaZulu - Natal, *Amafa aKwaZulu – Natali* in Pietermaritzburg and scrutinized in terms of the KwaZulu – Natal Provincial Heritage Resources Act no 4 of 2008.

Please note also that whilst this heritage report has certain recommendations, they may or may not be upheld by the adjudicators in the appropriate Heritage Authority, when it comes to assessment. This is part of the process, and once that first level of adjudication has been completed, then the appropriate steps for a second phase can be assessed. Much can be achieved / mitigated in the design process, given correct briefing by the client and sufficient dexterity by the architects involved.

1. Introduction

The National Botanical Gardens, Pietermaritzburg is located in Sweetwaters Road, Prestbury. It is a national landmark, has been a 'National Monument' in terms of the erstwhile National Monuments Act, and is currently a Heritage Landmark in terms of the KwaZulu-Natal Provincial Heritage Resources Act no 4 of 2008. It encompasses a wide variety of natural habitats and landscapes, and has a broad selection of plant material, both indigenous and exotic. As an institution it is involved in the public sector as a place for entertainment, leisure, and education. As with most publicly funded institutions, it has to realign itself with a post-Apartheid democracy, and increase its relevance to a wider variety of cultures and perceptions. Currently the National Botanic Gardens are a popular venue for picnic concerts, wedding parties and general public.

The intention of this report is to assess the Botanic Gardens in terms of its current heritage value, and to assess the site with respect to the provision of a new Education Centre.

2. Methodology and statement of expertise¹

Debbie Whelan of Archaic Consulting is a trained researcher in the heritage and historic built environment fields.

A site inspection was carried out on 9 July and the pertinent buildings and affected areas photographed. Assessment of each was then made in terms of its heritage value, and association with social, architectural, historical, technical and scientific events or people.

Recourse was made to published material on the Gardens, particularly those relating directly to Pietermaritzburg and its history. Thus, information sourced at the Provincial Archives Repository, as well as various libraries such as the Legal Deposit at Bessie Head and the Cecil Renaud Library of use. Also helpful was the Killie Campbell Collection.

The KwaZulu –Natal Provincial Heritage Act makes provision for the protection of items of the natural landscape, as did its predecessor that declared the two erven in their entirety, but the law is obviously limited in its protection of most of the parts of the natural environment given the dynamic nature of natural processes, and the seasonal nature of horticultural maintenance. Thus, in terms of the Act, the Plane Tree Avenue will be discussed in particular as this has special mention in the 1983 declaration, in addition to forming a valuable landscape architectural feature.

Please note that the features on the 1937 and 1953 aerial photographs are too poor for diagnostic purposes in terms of determining timelines for the buildings.

3. History of the Botanic Gardens in Pietermaritzburg

Although the earliest mention of a 'garden' on this site was in 1855, (1906) the idea to establish a Botanical Gardens was first proposed in 1867, and the 'Maritzburg Botanical Society' was founded some five years later (Laband & Haswell 1988:62) The original gardens were laid out by Samuel Dodd, with its original purpose being a glorified nursery providing saplings and fruit trees for the forestry industry and farming, rather than the collection of horticultural specimens within a structured landscape that we see today.²

Certainly, as a social space, the Botanic Gardens was a focal point for people in Pietermaritzburg, reinforced as a destination by the laying of tramlines at the beginning of the 20th century, and the electrical substation on Sweetwaters Road (near the Curator's house) being one of the oldest in the city. The trams would turn at the Botanic Gardens, before returning to the middle of town.

The site was granted by the Pietermaritzburg Corporation in 1874. (The main feature of the gardens at the entrance, the Plane Tree Avenue, was planted in 1908 by Marriot, the then curator. It runs for about 300 metres. The 'Maritzburg Botanical Society' was responsible for the management of these gardens until 1969 when the National Botanical Society took over.

The bell was erected in 1958 as a direct commemoration of the Diamond Jubilee of the planting of the trees, and thus inextricably connected with the Avenue. The bell came from the yacht, the Lady Enchantress, on which Sir Winston Churchill traveled to Norway at the end of the Second World War.

¹ Note that this site was surveyed by the author in 2006, and many of the recommendations in the original report still stand (eThembeni Cultural Heritage. 2006. *Heritage Impact Assessment of the National Botanical Gardens, Pietermaritzburg, Kwazulu-Natal, South Africa*. Report prepared for SiVest Selatile Moloi).

² McCracken *et al* notes that the cultivated plants were so specific, that Kew Gardens had little interest in their products. Most was directly for forestry: five varieties of *Eucalypts*, five of pine, three Cypress and two types of *Acacia*, notably *mearnsii*, the Black Wattle (McCracken McCracken 1990: 44)



Fig 1: The lake at the Botanic Gardens, Pietermaritzburg (McCracken 1990:67)

The gardens were declared a National Monument under the War Graves and National Monuments Act no 28 of 1969, in 1983.³ Department of National Education Gazette no 710 of 8 April 1983 mentions: *'These botanical gardens, the original portion of which was established in 1870, consist of an exotic garden and an indigenous garden. The plane tree avenue of approximately 300 metres, which was planted in 1908, is a world renowned sight and stretches mainly through the exotic section. The indigenous garden, which was started in 1970, contains natural Natal vegetation. 10/2/989.'*

Its connection at the end of what is known as Mayor's Walk is also of importance: Mayors Walk was named after Henry Pepworth, the city Mayor from 1874-1875. He planted Oak trees along Mayors Walk so that he could get up to the new Gardens in comfort. It was Pepworth who brought cork, rubber and cinnamon trees, (which would be the oldest trees in the Gardens) from the East and the Azaleas which came from China (Hattersley 1951:105-6). The azaleas, which, in all the descriptions of the gardens are lauded, arrived in 1884 (PMB Corporation 1952:43).

Mention as to the value of the Gardens,⁴ was by Dorothea Fairbridge in her 1928 publication, *The Pilgrims Way in South Africa*. She describes the Gardens as 'probably the finest Botanic Gardens in the Union' (Fairbridge 1928:138) and speaks highly of the Champak tree at the entrance, the *Beaumontia*, the Camphor and the Jacaranda. Fairbridge reiterates that the pride of the garden, was the azaleas.

³ The declared portions were noted as being Rem of 212 of the Townlands of Pietermaritzburg 1687 (39.7857ha) and Rem of sub 26 of Exchange and Ordinance Land (0.9974 ha).

⁴ By accounts the Plane Tree Avenue must have been in its infancy.

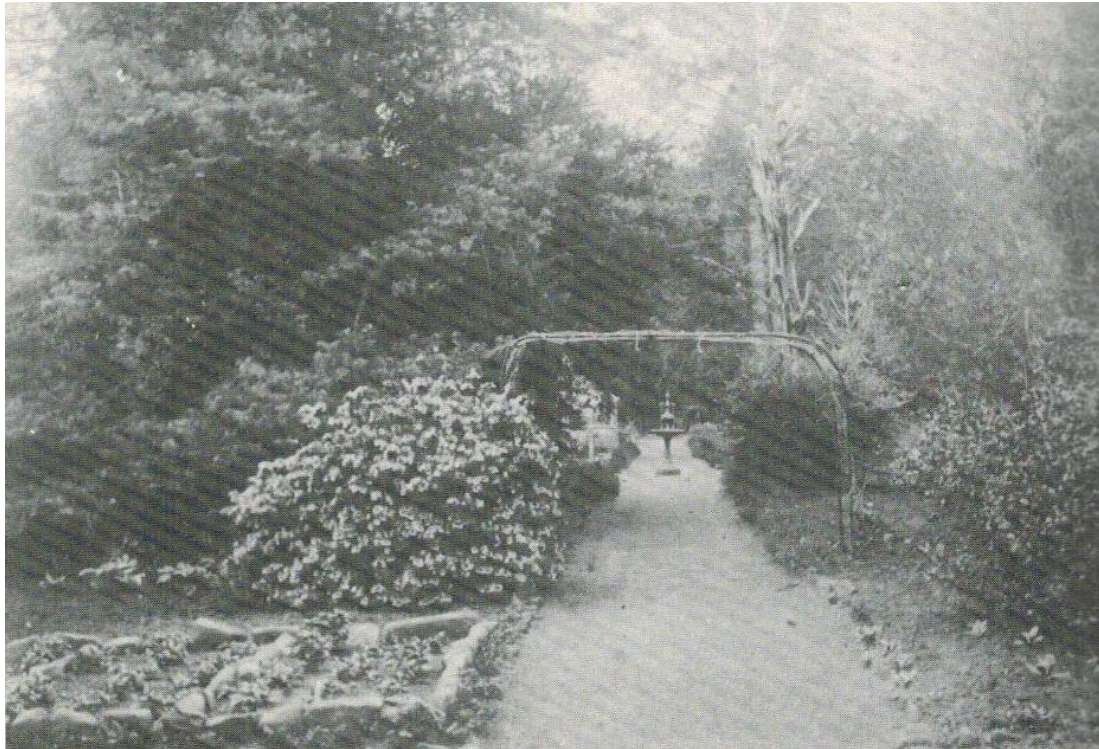


Fig 2: A garden walk (McCracken 1990:77)

4. Assessment of extant structures



Fig 3: Salient features of the National Botanic Gardens, Pietermaritzburg, viz:

- 1- Old restaurant complex
- 2 - Prefabricated structures
- 3 - Plane Tree Avenue
- 4- Old staff quarters
- 5 - Office Complex
- 6 - Curator's House
- 7 - Restaurant and entrance complex

4.1 The Old restaurant complex

This is a good, neat and modest building complex that dates back to the 1920's with bonded brickwork, timber windows and a Marseille - tiled roof. It has a large pergola to the northern aspect, and a sizeable kitchen area to the rear. These days, it is used on occasion for functions. The eThembeni Cultural Heritage Report (2006) recommended that this could be reused as an educational centre.



Figs 4 & 5: Old restaurant from the north

Statement of Significance:

Old meeting place, building of solid construction, appropriate scale and proportions. In good condition. Over 60 years of age and thus protected in terms of the KwaZulu-Natal Provincial Heritage Resources Act no 4 of 2008.

Old Restaurant	local	Regional	Provincial	national	International
Architectural	low	low	low	low	low
Social	medium	low	low	low	low
Historical	low	low	low	low	low
Technical	low	low	low	low	low
Scientific	low	low	low	low	low

Recommendation: It is recommended that this building be retained, and be effectively and meaningfully reused. Any changes to this building should be subject to approval from Amafa aKwaZulu-Natali.

4.2 The prefabricated buildings

These buildings are plywood and timber suspended prefabricated buildings which are hidden at the front of the gardens close to the main road. They have asbestos shingle roofs, louvred windows and are in a moderate state of repair. They were earmarked for demolition at the time of the 2006 eThembeni Cultural Heritage Report, but until now, this has not occurred.



Figs 6 & 7: Prefabricated structures earmarked for demolition

Statement of Significance:

These structures have been earmarked for demolition for nearly a decade. They have little merit on all counts, and their demolition can be condoned.

Prefabricated buildings	local	Regional	Provincial	national	International
Architectural	low	low	low	low	low
Social	low	low	low	low	low
Historical	low	low	low	low	low
Technical	low	low	low	low	low
Scientific	low	low	low	low	low

Recommendation: In the opinion of the author, it is appropriate that these structures could be demolished.

4.3 The Plane Tree Avenue and associated bell

The Plane Tree Avenue is one of the most striking features of the Gardens and is mentioned in the National Monument Gazette – it is declared in its own right. The bell is not a Slave Bell, but a ship's bell, and forms a valuable contemplation point for the viewing of the avenue. Its connection with Churchill, who has other important connections with KwaZulu-Natal is of value. In addition, the fact that the bell is directly associated with the Plane Tree Avenue and celebrates it, is of intrinsic value itself.



Figs 8 & 9: Plane Tree Avenue and bell along axis

Avenues are architectural landscape features, and in this regards can be considered as structural items in the landscape. The colonnade that is formed by the Plane tree Avenue is a strong feature, creating a powerful axis that should be responded to in the placing of building and structure, and planting. The position of the bell can only be regarded as a starting point in this colonnade, and again clues can be derived from this positioning. As the park is used much by the public, the feature of the avenue is imprinted on the citizens of the city's minds.

Of concern is the addition of a new propagation tunnel to the right of the avenue. Covered in white plastic, it is visually highly intrusive, and its colour and scale interrupt the rhythm of the avenue.

Statement of Significance:

As a Heritage Landmark in its own right, the Plane Tree Avenue and Bell is a vital part of the gardens, is intrinsically tied to the landscape, and requires such landscape to compliment it and support it. Much of the value of the avenue is the unencumbered edges, in which planting supports it, eventually bleeding out into open space.

Plane Tree Avenue and Bell	local	Regional	Provincial	national	International
Architectural	high	high	high	high	low
Social	high	high	high	high	low
Historical	high	high	high	high	low
Technical	low	low	low	low	low
Scientific	low	low	low	low	low

It is recommended that any new development be separated from the Plane Tree Avenue as much as is possible, in order that the sense of place created by its position in the garden landscape is not further compromised.

4.4 The staff quarters

The staff quarters are a substantial, largely abandoned long, low facebrick structure close to the Curator's house, situated below Sweetwaters Road. They have a mono-pitch corrugated iron roof, steel section windows, with substantial plastered lintels. The spaces within are reasonable in proportion for reuse.

Whilst the building itself is of limited value, what is of interest is the potential for reuse. Remodelling this building in order to house an Educational Centre is highly possible from a spatial and structural point of view, given the generous amount of space around the building, as well as the accommodation currently provided. In addition, whilst the building may have stood for some time, it has little to merit it from a heritage value, and thus would serve better being retrofitted. It is also appreciated that this structure is perhaps a little distant from the main entrance to be used as an Educational Centre.



Figure 10: Staff quarters from Sweetwaters Road Fig 11: Close up of staff quarters

Statement of Significance:

This building is substantial, in reasonably good condition and is potentially ideal for reconfiguration into an Education Centre. It is recommended that should this structure be considered as such, then alterations and additions for retrofitting should be approved.

Staff Quarters	local	Regional	Provincial	national	International
Architectural	low	low	low	low	low
Social	low	low	low	low	low
Historical	low	low	low	low	low
Technical	low	low	low	low	low
Scientific	low	low	low	low	low

Recommendation: *Meaningful adaptive reuse of this structure is recommended.*

4.5 The Gardens Office complex

This complex consists of a variety of very utilitarian buildings of different ages, largely constructed of facebrick, and under Marseilles Tiles or Corrugated sheeting. There is little of any architectural or heritage significance in these structures. Raised, orthogonal planting beds are also found in this area, as well as sundry carports, compost bins and propagation tunnels.

More importantly, they are situated in a random, incremental fashion, which occupies a large footprint which could be more effectively planned.



Fig 12: Main office at entrance



Fig 13: Raised planters



Fig 14: Car ports



Fig 15: Ancillary staff quarters

The most striking feature of this complex is the inefficient use of space, in the most critical and public face of the Gardens, being the entrance. This is most likely due to incremental development over the years, and an early history as a functional garden, rather than as an ornamental park. Nevertheless, this series of incoherent spaces could well benefit from better

planning, and could realistically be tightened up in order to provide a much more public front with the provision of a new Educational Centre.



Fig 15 & 16: 'Lost' space – gardens complex and entrance

Statement of Significance:

There is little in this rather desultory complex of utilitarian buildings to merit any form of direct protection in terms of heritage or architectural value. However, it is noted that this is positioned at the public entrance to the gardens, and as such has little impact.

Office complex	local	Regional	Provincial	national	International
Architectural	low	low	low	low	low
Social	low	low	low	low	low
Historical	low	low	low	low	low
Technical	low	low	low	low	low
Scientific	low	low	low	low	low

Recommendations: *It is suggested that this entire section of the site be re - planned, and that any new public buildings be 'clipped' into this layout in order to present a more professional and ordered public front, allowing for proximity to the Car Park, the main entrance, the restaurant and the office complex.*

4.6 The Curators House

This is a solid, Union Period Cape Dutch gabled structure under a saddle Marseilles tiled roof. It is in reasonably good condition, and is located on the edge of the site with access from Sweetwaters Road.



Fig 17: Curator's House from Staff Quarters Fig 18: Curator's House from below

Statement of Significance:

This house is over the age of 60 years, and is thus protected in terms of the KwaZulu-Natal Provincial Heritage Resources Act no 4 of 2008.

Curators House	local	Regional	Provincial	national	International
Architectural	Low	Low	Low	Low	Low
Social	Low	Low	Low	Low	Low
Historical	Low	Low	Low	Low	Low
Technical	Low	Low	Low	Low	Low
Scientific	Low	Low	Low	Low	Low

Recommendations: That any changes to this building be subject to application and approval to Amafa aKwaZulu-Natali.

4.7 The new entrance complex



Fig 19: New Restaurant



Fig 20: Entrance Complex



Fig 21: Entrance Complex from the beginning of the Avenue

Whilst this entrance complex is of recent construction, despite its employment of irrelevant materials and perhaps obscure architectural references, it has eventually established itself as the 'face' of the KwaZulu-Natal National Botanical Gardens. At the time of its construction, the critiques were largely based on materials, and the fact that the structures should have been of a more lightweight construction. In addition, they should have had more reference to the Gardens, and more direct connection to the Avenue itself.

These critiques still stand, yet at the same time the current entrance complex has established an architectural baseline in terms of scale and proportion as well as an architectural reference point and precedent for any new works to respond to.

Statement of Significance:

The buildings have a low, personal scale that floats close to the ground. They are constructed largely of materials which are used commonly in vernacular buildings in the city and in the Midlands (except for the battered stone elements which are ill – derived). They have established a face and identity for the National Botanical Gardens. Furthermore, they have formed a definite 'edge' along the Magazinespruit which can be a point of departure for any new architectural endeavours. Whilst these buildings have limited architectural significance, they should form part of a contextual approach,

rather than allowing for an architectural ‘free’ reign promoting incoherence and lack of consideration for the environment.

New Entrance Complex	local	Regional	Provincial	national	International
Architectural	low	low	low	low	low
Social	low	low	low	low	low
Historical	low	low	low	low	low
Technical	low	low	low	low	low
Scientific	low	low	low	low	low

Recommendations: *That the extant buildings forming the entrance to the National Botanical Gardens be used as reference points for the new structure, in terms of scale, proportion and materials.*

5. Siting options for the new Educational Centre

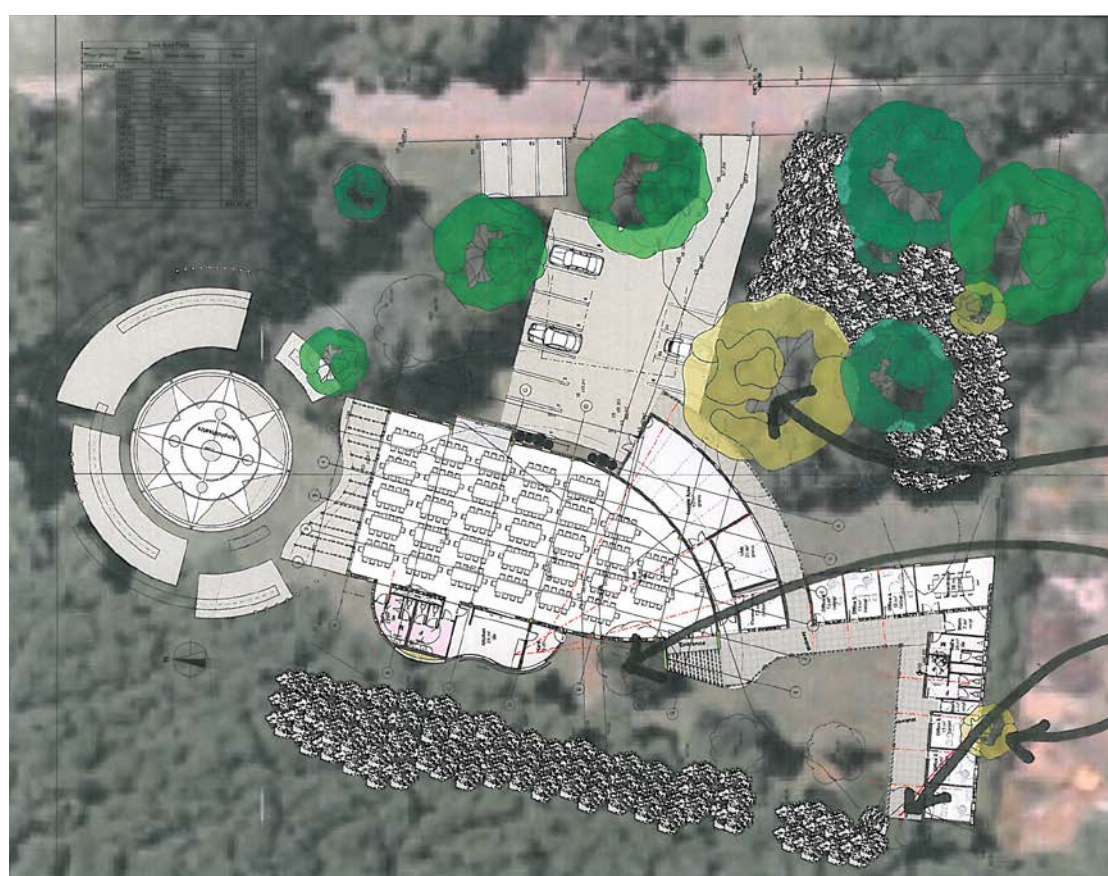


Fig 22: Floor plan of proposed Education Centre, situated to the right of the Plane Tree Avenue (Drawing provided by FutureWorks)

The possibility of the construction of new buildings on the site presents an opportunity to depart from the mass brickwork structures that exist in the official buildings, and to respond to the environment. In this respect, the nature of the site and its natural indicators, as well as the backdrop formed by vegetation can provide clues in the implementation of any design proposal. It is strongly recommended that an idiom be adopted using scale and materials that are appropriate to the surroundings, and respond to them: in addition, the public face of new buildings along the Sweetwaters Road should address this aspect, as well as provide a necessary gateway into the Provincial Heritage site.

Whilst the intention of the architects thus far is to situate a new, free – form building in the open area adjacent to the Plane Tree Avenue, the following issues must be raised.

- That the Plane Tree Avenue itself is protected in terms of the KwaZulu – Natal Provincial Heritage Resources Act, no 4 of 2008.
- That a reasonably simple and low – key addition of a propagation tunnel has impacted very negatively on the space and the *genus loci* of the Plane Tree Avenue
- That a full scale building in the proximity of the Avenue can only be detrimental to the space, sense of place and *Genus Loci*.
- That construction of the new building will negatively affect visitors to the Gardens for some time.
- That the use of the open space for building footprint will negatively impact on the usable level space for public events.



Fig 23 & 24: The space identified for the positioning of the new Educational Centre



Fig 25 & 26: Visual Impact of the propagation tunnel adjacent to the Plane Tree Avenue

Whilst the notion of the need for a dedicated Education Centre is accepted, it is a question more of 'where' and 'how'.

- As noted elsewhere, the potential of firming up the edges of the 'lost' spaces at the entrance, reinforcing the public face of the gardens and limiting building traffic and noise to the parking edge, whilst more effectively planning the utilitarian spaces in the gardens is considered a good option. Furthermore, this will allow, to some degree, for an articulated building type as already designed by the architects; one which is light weight and one that can move backwards and forwards across the spruit, enhancing the relationship between the building and the landscape.
- There is an option of reconfiguring the old Staff Quarters alongside Sweetwaters Road.
- There is an option of reconfiguring the old Restaurant in the centre of the gardens.
- The possibility of situating a low key 'hide' type structure in the lowlands adjacent to the Dorpspruit could also be explored.



Fig 27: Possible options to explore instead of the currently chosen option that will impact negatively on the garden space, as well as the Plane Tree Avenue

6. Design Guidelines for the new Educational Centre⁵

Scale: the buildings should be low in scale, and if they have to consist of a number of different functions, could be dealt with ideally in a number of small pavilions.

Context: there are a couple of considerations here; the context of the city of Pietermaritzburg with a number of layers of architectural history, as well as the natural environment in terms of context. The material approach incumbent in the natural environment includes the architecture of the site: the strong axial form suggested by the plane trees, the nodal point suggested by the position of the bell, and the gentle curve of the *spruit* that provides an edge to the natural site. These are all indicators that can be interpreted and used to generate a plan form that is sympathetic with the site, and is intended to enhance the power of the cathedral of the trees.

Material: Natural materials can be used to the maximum effect in the development of new buildings. This is obviously to be combined with the practical in terms of sustainability and material performance, and the suggestion is that these clues be taken from extant historical environments in the city and be alluded to.

Use of timber, glass as a reflective and transparent material, 'Maritzburg shale as a hard material, corrugated sheeting as used historically perhaps (thatch has a connotation of Parks as opposed to gardens) *izintingu*, reeds, etc. Appropriate control of elements of the natural environment such as fragrance and water has often been incorporated into buildings in the past, and it is urged that such appeals to the senses form part of any proposals in this

⁵ Please see the Design Guidelines attached in Appendix 1, as laid out in *The Burra Charter* (1988)

context. It is urged that monolithic, solid masonry structures that are out of scale and proportion do not create a new and fresh approach to a valuable site, but continue a legacy of ordinariness which is a loss to the declared site itself, as well as the series of views experienced by anyone traveling up Sweetwaters Road.

7. Conclusions and recommendations

- ***That all new structures in the vicinity of the Plane Tree Avenue be avoided in order to preserve its integrity, sense of place and genus loci.***
- ***That different site options be investigated, which has a lower impact on the natural environment, as well as considerations of disruptions during construction.***
- ***That the new structure be modest, light weight, and employ the use of appropriate materials and technologies in order to complement the gardens and the natural environment.***
- ***That reference points in terms of scale, form, proportion and materials (to limited degree) be drawn from the extant entrance buildings in order to promote coherence across the site, as well as to lessen the impact of the new building in the natural environment.***

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9. Conservation Guidelines suggested in the Burra Charter (1988)

These guidelines, which cover the development of conservation policy and strategy for implementation of that policy, were adopted by the Australian national committee of the International Council on Monuments and Sites (Australia ICOMOS) on 25 May 1985 and revised on 23 April 1988. They should be read in conjunction with the Burra Charter.

1.0 Preface

1.1 Intention of guidelines

These guidelines are intended to clarify the nature of professional work done within the terms of the Burra Charter. They recommend a methodical procedure for development of the

conservation policy for a place, for the statement of conservation policy and for the strategy for the implementation of that policy

1.2 Cultural significance

The establishment of cultural significance and the preparation of a statement of cultural significance are essential prerequisites to the development of a conservation policy (refer to Guidelines to the Burra Charter: Cultural Significance).

1.3 Need to develop conservation policy

The development of a conservation policy, embodied in a report as defined in Section 5.0, is an essential prerequisite to making decisions about the future of a place.

1.4 Skills required

In accordance with the Burra Charter, the study of a place should make use of all relevant disciplines. The professional skills required for such study are not common. It cannot be assumed that any one practitioner will have the full range of skills required to develop a conservation policy and prepare the appropriate report. In the course of the task it may be necessary to consult with other practitioners and organisations.

2.0 The Scope of the Conservation Policy

2.1 Introduction

The purpose of the conservation policy is to state how the conservation of the place may best be achieved both in the long and short term. It will be specific to that place. The conservation policy will include the issues listed below.

2.2 Fabric and setting

The conservation policy should identify the most appropriate way of caring for the fabric and setting of the place arising out of the statement of significance and other constraints. A specific combination of conservation actions should be identified. This may or may not involve changes to the fabric.

2.3 Use

The conservation policy should identify a use or combination of uses, or constraints on use, that are compatible with the retention of the cultural significance of the place and that are feasible.

2.4 Interpretation

The conservation policy should identify appropriate ways of making the significance of the place understood consistent with the retention of that significance. This may be a combination of the treatment of the fabric, the use of the place and the use of introduced interpretive material. In some instances the cultural significance and other constraints may preclude the introduction of such uses and material.

2.5 Management

The conservation policy should identify a management structure through which the conservation policy is capable of being implemented. It should also identify:

- (a) those to be responsible for subsequent conservation and management decisions and for the day-to-day management of the place;
- (b) the mechanism by which these decisions are to be made and recorded;
- (c) the means of providing security and regular maintenance for the place.

2.6 Control of physical intervention in the fabric

The conservation policy should include provisions for the control of physical intervention. It may:

- (a) specify unavoidable intervention;
- (b) identify the likely impact of any intervention on the cultural significance;
- (c) specify the degree and nature of intervention acceptable for non-conservation purposes;
- (d) specify explicit research proposals;
- (e) specify how research proposals will be assessed;

- (f) provide for the conservation of significant fabric and contents removed from the place;
- (g) provide for the analysis of material;
- (h) provide for the dissemination of the resultant information;
- (i) specify the treatment of the site when the intervention is complete.

2.7 Constraints on investigation

The conservation policy should identify social, religious, legal or other cultural constraints which might limit the accessibility or investigation of the place.

2.8 Future developments

The conservation policy should set guidelines for future developments resulting from changing needs.

2.9 Adoption and review

The conservation policy should contain provision for adoption and review.

3.0 Development of Conservation Policy

3.1 Introduction.

In developing a conservation policy for the place it is necessary to assess all the information relevant to the future care of the place and its fabric. Central to this task is the statement of cultural significance. The task includes a report as set out in Section 5.0. The contents of the report should be arranged to suit the place and the limitations of the task, but it will generally be in three sections:

- (a) the development of a conservation policy (see 3.2 and 3.3);
- (b) the statement of conservation policy (see 3.4 and 3.5);
- (c) the development of an appropriate strategy for implementation of the conservation policy (see 4.0).

3.2 Collection of Information

In order to develop the conservation policy sufficient information relevant to the following should be collected:

3.2.1 Significant fabric

Establish or confirm the nature, extent, and degree of intactness of the significant fabric including contents (see Guidelines to the Burra Charter: Cultural Significance).

3.2.2 Client, owner and user requirements and resources

Investigate needs, aspirations, current proposals, available finances, etc., in respect of the place.

3.2.3 Other requirements and concerns

Investigate other requirements and concerns likely to affect the future of the place and its setting including:

- (a) federal, state and local government acts, ordinances and planning controls;
- (b) community needs and expectations;
- (c) locational and social context.

3.2.4 Condition of fabric

Survey the fabric sufficiently to establish how its physical state will affect options for the treatment of the fabric.

3.2.5 Uses

Collect information about uses, sufficient to determine whether or not such uses are compatible with the significance of the place and feasible.

3.2.6 Comparative information

Collect comparative information about the conservation of similar places (if appropriate).

3.2.7 Unavailable information

Identify information which has been sought and is unavailable and which may be critical to the

determination of the conservation policy or to its implementation.

3.3 Assessment of information

The information gathered above should now be assessed in relation to the constraints arising from the statement of cultural significance for the purpose of developing a conservation policy. In the course of the assessment it may be necessary to collect further information.

3.4 Statement of conservation policy

The practitioner should prepare a statement of conservation policy that addresses each of the issues listed in 2.0, viz.:

- fabric and setting;
- use;
- interpretation;
- management;
- control of intervention in the fabric;
- constraints on investigation;
- future developments;
- adoption and review. The statement of conservation policy should be cross-referenced to sufficient documentary and graphic material to explain the issues considered.

3.5 Consequences of conservation policy

The practitioner should set out the way in which the implementation of the conservation policy will or will not:

- (a) change the place including its setting;
- (b) affect its significance;
- (c) affect the locality and its amenity;
- (d) affect the client owner and user;
- (e) affect others involved.

4.0 Implementation of Conservation Policy

Following the preparation of the conservation policy a strategy for its implementation should be prepared in consultation with the client. The strategy may include information about:

- (a) the financial resources to be used;
- (b) the technical and other staff to be used;
- (c) the sequence of events;
- (d) the timing of events;
- (e) the management structure.

The strategy should allow the implementation of the conservation policy under changing circumstances.

5.0 The Report

5.1 Introduction

The report is the vehicle through which the conservation policy is expressed, and upon which conservation action is based. See also Guidelines to the Burra Charter: Procedures for Undertaking Studies and Reports.

5.2 Written material

Written material will include:

- (a) the statement of cultural significance;
- (b) the development of conservation policy;
- (c) the statement of conservation policy;
- (d) the strategy for implementation of conservation policy. It should also include:
 - (a) name of the client;
 - (b) names of all the practitioners engaged in the task, the work they undertook, and any separate reports they prepared;
 - (c) authorship of the report;
 - (d) date;
 - (e) brief or outline of brief;

- (f) constraints on the task, for example, time, money, expertise;
- (g) sources (see 5.4).

5.3 Graphic material

Graphic material may include maps, plans, drawings, diagrams, sketches, photographs and tables, clearly reproduced. Material which does not serve a specific purpose should not be included.

5.4 Sources

All sources used in the report must be cited with sufficient precision to enable others to locate them.

All sources of information, both documentary and oral, consulted during the task should be listed, whether or not they proved fruitful. In respect of source material privately held, the name and address of the owner should be given, but only with the owner's consent.

5.5 Exhibition and adoption

The report should be exhibited and the statement of conservation policy adopted in accordance with

Guidelines to the Burra Charter: Procedures for Undertaking Studies and Reports